

# KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT

## Health Occupations Credentialing

### Information Update

900 S.W. Jackson, Ste. 1051-S  
Topeka KS 66612

August 1997

Route to:

Please forward the following information to all appropriate personnel.

### Licensure Issues

**Doctoral Degree Designations:** A credentialing issue has come to the attention of the Kansas Department of Health and Environment (KDHE) Advisory Board for Speech-Language Pathology and Audiology concerning the designation of "Au.D." which may be interpreted to mean the holder has a doctoral degree in Audiology. The Audiology Foundation of America (AFA) has chosen the designation "Au.D." as an "Earned Entitlement" or "Equivalency" to an academic degree. The degree is provided by AFA after evaluation for equivalency of experience, knowledge, skills and continuing education. Several national organizations have denounced the practice, and the American Speech-Language and Hearing Association (ASHA) has denounced the designation as being in violation of its Code of Ethics and as a misrepresentation of credentials. This topic has been discussed with the Advisory Board and further legal review is being conducted. At this point in time, the Kansas statutes specify the criteria necessary for practicing speech-language pathology and/or audiology in this state; those statutes do not address any form of "earned" or equivalency title. Discussion will continue on this subject that involves complicated credentialing issues. Stay tuned!

**Licensure Results in Fiscal Year 1997:** Health Occupations Credentialing (HOC) has renewed **304 dietitian** licenses, **496 speech-pathologists and audiologists (SLP/A)**, and **308 administrator** licenses, since July 1, 1996. Forty-nine administrators, 51 dietitians and 162 SLP/As have obtained initial licensure since July 1, 1996. An increase in initial licensure has been noted in all four licensure groups from the previous fiscal year.

### Certified Aides: Nurse, Home Health and Medication

**Exceptions to NATCEP Bans:** Since February 1996, there have been 62 requests for exceptions to the ban on nurse aide training imposed on Kansas nursing facilities. Fifty-five have been approved, two have been denied, and five requests are under review. The 55 approved exceptions have been granted for 26 different nursing facilities. Thirty-seven, or nearly half the total requests, have been received since January 1, 1997.

**Would you like faster turn-around time on course approvals?** Request an application for the Aide Training Sponsorship Program. The sponsorship program allows education providers (community colleges, vo-techs, nursing facilities without bans on nurse aide training) to offer aide training courses without the need to submit a course approval application three weeks prior to the course start date. Once the initial Sponsorship Application is approved, a simple one page sheet is all that is necessary to notify this office when a course is being offered, at least one week prior to the course. Call 785-296-0056 to request the manual for the Aide Training Sponsorship Program today!

To date, there are 12 approved sponsorship providers, including seven community colleges and vocational-technical schools, one home health agency, three nursing facilities and one hospital long term care unit. In the past, these course providers were required to submit multi-page applications at least three weeks prior to each course; now they submit the one page Course Information Sheet one week in advance, allowing them greater freedom in course scheduling.

**CMA Update Course Policy Change:** As of May 1, 1997, Certified Medication Aide (CMA) Update courses must have a minimum of five hours of review and five hours of current topics to be approved. In the past, courses were approved if they were in 2.5 hour increments, and covered either Part I or Part II topics. This confused individuals who completed part of the requirements, and made it unclear which part was needed to complete their update requirements. To avoid the confusion, the above policy was instituted.

As of August 1, 1997, no courses of less than 10 hours will be accepted for the medication aide update course. CMAs will be required to attend and successfully complete a full 10 hour course to become recertified.

**Course and Instructor Applications:** The course and instructor applications have been extensively revised within the last month.

Effective August 1, 1997, applications submitted on the old versions will be returned with a request to complete a current application. A copy of each application has been included with this mailing for course providers: **please destroy any earlier versions.** Others interested in obtaining the forms may request them at 785-296-0056.

**Certified Nurse Aides Holding Additional Competencies:** Certified nurse aides (CNA) who have additional certification as CMAs or have completed training as activities directors (AD) or social services designees (SSD) must maintain Kansas Nurse Aide Registry (KNAR) verification and current eligibility for employment as a CNA to work as a CMA, AD or SSD. Certification as a nurse aide is the basic educational requirement that permits eligibility for the additional training to become a CMA, AD, or SSD. To remain eligible for employment the CNA must provide nursing or nursing-related services for at least eight hours within a 24 month period.

**Employment Verifications:** Employment verification must be provided for each **certified** nurse aide, home health aide (HHA) or CMA employed for at least eight hours during January 1, 1997 through June 30, 1997. **Employment verifications were due in this office by July 30, 1997.**

List only the aides that are certified. Do not include applicants who are/were Trainee IIs and did not become certified during the time of employment. Computer printouts are acceptable as long as the printout is legible, the print is large enough to read easily, and all requested information has been provided. Attached is a copy of answers to commonly asked questions regarding employment verification.

**Skills Checklists:** There have been **two** skills competency checklists developed for two different purposes. The 40-Hour skills competency checklist is used to test initial competency after completion of the first 40 hours of instruction of a CNA training course. The skills competency checklist for employment verification is used to update employment information for CNAs who have not provided nursing or nursing-related services in 24 consecutive months. In addition, it is not necessary for a CNA to work 40 hours to adequately administer the skills competency checklist for employment verification. Any questions on the skills checklists should be addressed to Martha Ryan or Pam Oswalt.

When administering the skills competency checklist for employment verification, the RN may provide additional training for items with unsatisfactory performance, and readminister those items on the checklist until each item has been satisfactorily demonstrated.

**Reading Tests:** Federal and state regulations require sponsors of HHA training to administer and score reading tests **prior** to the course and allow only those who pass the reading test to be enrolled in the course. Similar requirements are supported in the regulations for the 60-Hour CMA course. In addition to the regulatory prohibition from enrollment without passing the reading test, the trainee II status of a participant in the course allows a student to provide services to clients. If the student has not passed the reading test, the welfare of the client may be jeopardized.

Additional time is the only special accommodation allowed on the reading test. If an untimed test is administered, such as CASAS, the reasonable extended time will be twice what is normally allowed. The Kansas State Board of Education was consulted to make the determination about additional time.

**Nurse Aide Trainee II status:** There have been several instances where students have had to discontinue work as a CNA trainee II because their four-month trainee period had expired prior to taking the test. Rosters need to be submitted to HOC prior to the end of the course so the applicant can be scheduled to test and get certified prior to the trainee period expiration. Ideally, the rosters will be sent after the first class session. Instructors must notify HOC if students appear on the roster who did not pass the course. Test Identification (ID) slips will be returned to the instructor which state the test time and site. Instructors must hold the ID slips and return them to students when they have passed the course.

In addition, instructors should **never** print or “guarantee” a test date. Due to the increased number of eligible applicants for the CNA and HHA tests, a request for a specific test date cannot be guaranteed by HOC. There have been instances where students were told by the instructor when the test would be before the rosters and ID slips were approved by HOC and returned. This does a disservice to the students who take time to go to a test site from which they will be turned away. Please do not tell a student a test date until handing out the ID slips.

**Kansas Nurse Aide Registry:** The KNAR number is for facilities to receive confirmation of abuse, neglect or exploitation on aides. HOC is receiving calls from aides and prospective aides, or instructors. Please do not give out the KNAR number. If someone has a question other than confirming an aide, the number they may call is 785-296-1250. Giving out the proper phone number will increase the number of calls the KNAR can take, thereby increasing the number of confirmations that can be mailed. Thank you for your cooperation.

**Working as a Medication Aide:** Upon further consideration, the information published in the July 1997 Adult Care Home Fact Sheet regarding proof of CMA certification has been updated. A CMA who has completed the initial training course or the update course must provide a copy of the CMA certificate to a facility before being employed as a CMA. The Fact Sheet indicated that either a certificate

or a **confirmation notice** after completing a recertification course would enable the CMA to work. This revised policy will be included in the next Fact Sheet.

**Revised Test Schedule:** A copy of the revised CNA and HHA test schedule is attached. The dates are from July 1, 1997 to June 30, 1998. Please forward a copy of this schedule to all personnel who need this information.

**Certification Results in Fiscal Year 1997:** HOC certified over **4,700 CNAs**, **1,500 HHAs** and recertified over **1,500 CMAs**. In addition, there were over **23,500 KNAR inquiries**, an increase of **over 20 percent** from the previous fiscal year. There were over **1,300** medication aides that did not renew their certificates in fiscal year 1997. If any of these medication aides are found to be dispensing medications in a nursing facility, it could result in a deficiency. Please be advised that nursing facilities can sponsor medication aide update courses, and HOC maintains a list of approved courses for the state. If you have any questions about medication aide training, please contact Martha Ryan.

## **Miscellaneous**

**Operator Training Courses:** Washburn University has held two Operator Training courses, one in April, and another that ended in June. HOC would like to express its gratitude to the university for meeting this growing need.

☞ Labette Community College in Oswego will have an Operator Training course on September 3rd, ending September 11th. The course will be held at the Oswego campus. Contact Linda Rife at 316-795-2134 to enroll in the course.

**Sponsor and Instructor Complaints:** HOC has adopted a policy that will provide a formalized process for complaints against sponsors or instructors of CNA, HHA or CMA courses. To date, there have been approximately 10 complaints against instructors or sponsors. There have been four complaints against providers that have turned in course rosters late, thereby causing students to be past their Trainee II status before certification. Two are still under review, and letters of reprimand were sent to the other two sponsors stating that further occurrences may result in disciplinary actions as outlined in state regulation. Two providers began or held courses without prior approval, resulting in a denial of the Aide Training Sponsorship approval. An adult care home received a two year ban on nurse aide training because students were charged for training after correspondence with HOC indicated this practice would be discontinued. Under state regulations, HOC has the authority to place a sponsor or instructor on probation for a year, require additional proof of compliance, or even deny teaching or sponsoring courses for two years. These complaints are gathered or received from students, instructors or HOC staff when compliance is in question.

☞ **Inservice Opportunity:** The June issue of the Journal of Nurse Assistants describes a review of problems and care recommendations for wanderers in an article entitled "Managing Wandering Behavior." The article may be used for 1.5 hours of nurse aide in-service or the enhancement of staff. The objectives of the article are:

- “1. Review the components of resident wandering behaviors and safety hazards.
2. Identify selected types of wandering and important nurse assistant responses to reduce resident distress.
3. Describe ways the nurse assistant can avoid the stresses of managing wandering behaviors.”

A test is included in the journal that can be administered and sent for scoring to the Journal of Nurse Assistants, PO Box 23365, Chagrin Falls, OH 44023. The cost per test scored is \$2.50. For those passing, a certificate will be returned by mail.

**The News Is:** Eric Aspegren, the coordinator of the HOC Information Update is leaving his position as Education Certification Specialist to pursue a career in architecture. Eric has been an asset to the section, and many educators, certification program sponsors and continuing education course sponsors and licensees will miss speaking with Eric after August 1, 1997. We wish Eric luck in his new pursuit and offer him thanks for keeping the many customers of HOC informed through the Update. Meanwhile, the agency is reviewing a request for recruiting for this anticipated vacancy. We hope to find an eligible candidate soon. Martha Ryan, Education and Training Section Leader, will be responsible for program issues in the interim.

☞ **Class for Instructors:** A course entitled Adult Learning Styles will be sponsored by Cloud County Community College August 29 and 30, 1997, in Concordia. The times are 4:00 pm to 10:00 pm Friday and 8:00 am to 6:00 pm Saturday. The course is designed for beginning teachers who want to learn the basic skills of adult education to better conduct programs. The fee is \$50 in advance, \$60 at the door, \$104 out of state. Register by August 28 by calling 1-800-729-5101, extension 370. If you have questions about the course, contact Carolyn Afani Ruzik, Director of Allied Health at the same telephone number.

## **HEALTH OCCUPATIONS CREDENTIALING STAFF**

Lesla Bray	785-296-1281	HOC Director: Policy, regulation and statute interpretations
Brenda Nesbitt	785-296-1284	Assistant to director
Marcia Boswell-Carney	785-296-6647	Administrative questions, open records requests
Martha Ryan	795-296-0058	Education policy research, planning and supervision
Vacant	785-296-6796	Education program approvals, sponsorship program
Pat Dismukes	785-296-0061	Licensure of ACHA, Dietitian, SLP/A
Pam Oswalt	785-296-1251	Aide Certification programs
Dolores Staab	785-296-0059	Instructor and interstate approvals
KNAR	785-296-6877	Kansas Nurse Aide Registry
Betty Guffey	785-296-1250	Aide exam scheduling/questions - CNA/ HHA/CMA/forms
Kelly Schreiner	785-296-0060	Med Aides/questions - CNA/HHA/forms
Kyle Pelton	785-296-0056	General information, form requests

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